

2017 CSTHEA HIGH SCHOOL GRADUATION

CALENDAR & SCHEDULE

- GRADUATION REHEARSAL** THUR. **MAY 18, 2017** (Graduate & a Parent or Legal Guardian **MUST** attend)
NEW SANCTUARY, CENTRAL BAPTIST CHURCH of HIXSON, HIXSON, TN
 REHEARSAL: 6:00PM – 9:00PM
- HIGH SCHOOL GRADUATION & BANQUET DECORATION** THUR. **MAY 18, 2017**
OLD SANCTUARY, CENTRAL BAPTIST CHURCH of HIXSON, HIXSON, TN
 DECORATIONS: 5:00 PM – 10:00 PM (Contact Mrs. Hildreth for Times/E-Mail Address Below)
- HIGH SCHOOL BANQUET** FRI. **MAY 19, 2017 (Payment Due by May 12)**
OLD SANCTUARY, CENTRAL BAPTIST CHURCH of HIXSON, HIXSON, TN
 DECORATIONS: 9:00AM - 3:00PM (Contact Mrs. Hildreth for Times/E-Mail Address Below)
 DOORS OPEN: 6:00PM - 6:50PM
 MEAL – FULL BANQUET ADMISSIONS 7:00PM - 7:30PM
 DESSERT – DESSERT & DRINK ADMISSIONS 7:30PM - 7:55PM
 PREFORMANCES, SONGS, SKITS, etc: 7:55PM - 10:30PM
 CLEANUP: 10:30PM - 11:00PM
- COMMENCEMENT EXERCISE** SAT. **MAY 20, 2017 (Fee Due at Registration)**
NEW SANCTUARY, CENTRAL BAPTIST CHURCH of HIXSON, HIXSON, TN
 ARRIVE: 11:00AM
 PICTURES TAKEN: 11:00AM – 12:15PM (Tucker Photography may be available)
 INSPECTION/ IN CAP & GOWN: 12:15PM (At Rear of Church on Steps)
 GROUP PICTURE: 12:20PM (At Rear of Church on Steps)
 IN CHURCH FOYER 12:40PM
 START PROCESSIONAL: 1:00PM
 SPEAKERS & DIPLOMAS: 1:15PM – 3:00PM
 RECEPTION: 3:00PM – 4:00PM
 CLEANUP: 4:00PM – 5:00PM

EXPENSES: Your Grad. Fee is All you owe for Grad. but it only covers part of the total expenses incurred by CSTHEA
 Expenses Include Diploma, Cap, Gown, Tassel, Decorations, Reception Food, Facility Fees, Speakers' Honorarium, Programs, Roses. CSTHEA covers all expenses over and above all graduation fees received.

GRADUATION FEE (Due at Registration ; THEA Membership Must have been established prior to Dec 1, 2016) :

- **Graduation Fee (at Jan 23, 2017 Meeting):** \$180 for THEA Member. \$230 for Non THEA Members.
- **Graduation Fee (after Jan 23, 2017 Meeting):** \$230 for THEA Member. \$280 for Non THEA Members.

GRADUATION LOCATION ADDRESS	BANQUET LOCATION ADDRESS
Central Baptist Church of Hixson (New Sanctuary)	Central Baptist Church of Hixson (Old Sanctuary)
5208 Hixson Pike	5208 Hixson Pike
Hixson, TN 37343	Hixson, TN 37343

BANQUET (High schoolers Age 13 & over & adults only): (PAYMENT & FORM DUE BY MAY 12, 2017)

Watch the Esprit newsletter for details Also check the CSTHEA Website csthea.org to Obtain Reservation Form

Banquet Payment Instructions:	Banquet Payment Mailing Address:
1 Make out check to CSTHEA (Checks Only - NO CASH)	CSTHEA Banquet
2 Fee is \$20 / Person for Full Banquet w/ Meal, Drink, & Dessert	c/o Mrs. Andrea Boyd
3 Fee is \$ 9 / Person for Dessert & Drink ONLY	7171 Cypress Point Place
4 Mail Banquet Fee & Completed Banquet Form to Address in Next Column	Ooltewah, TN 37363

BIOGRAPHICAL SKETCH: Max 200 words, We may edit as needed for length, content, &/or appropriateness.
 (Due Feb. 1 by E-Mail; Send Bio to all 3 addresses: editor@csthea.org, bonnycow@gmail.com, & gary@csthea.org)
 (\$25 Late/Long/Subject Fee – Send Check Only, Made out to CSTHEA by Feb. 18 to 7420 Short Tail Springs Road, Harrison, TN 37341)

GRADUATION SPEECH OR PERFORMANCE: Speeches, songs, instrumentals, etc. are subject to prior approval for appropriateness, duration, and time slot availability. Only a limited number can be accepted. Time limit is 5 minutes.
Due Feb 15 by separate e-mail to BOTH Mrs. Amy Morse at mmwks@live.com & to Gary Hargraves at gary@csthea.org.
 Required Subject Line: "Graduation Performance Details" or "Graduation Speech Details" as appropriate

DISPLAY BOARD: You must obtain your own easel. HINT: Color laser copies of photographs are reasonably priced, look photo quality, & allow you to preserve your original prints. You may set up your display Thursday night, Friday before the Banquet, or Saturday morning before the graduation

RESPONSIBILITIES: Provide volunteers for decorating & cleanup; IF Needed. Have your Volunteers **contact Mrs. Hildreth by April 21** at joannahildreth@gmail.com and be where you are needed & on time. **The email must have "Graduation Volunteer" as the subject line.** Meet all deadlines.